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**TA-53 Standard**  
**Facility-Specific Training**

**53 FMS 113-01.0**

Effective date: April 28, 1997

## APPROVALS

Prepared by: Signature on File  
Melinda Gutierrez  
TA-53 Training Specialist

Date: 4/4/97

Reviewed by: Signature on File  
Richard D. Ryder, LANSCE-FM

Date: 4/22/97

Approved by: Signature on File  
C. John Graham  
Acting TA-53 Facility Manager

Date: 4/23/97

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## 1.0 Introduction

TA-53 is home to numerous potentially hazardous devices and operations. Operations within the facility are conducted with minimal risk to the public and at an acceptable level of risk to facility workers. Central to reducing the risk posed by facility hazards is a comprehensive facility-specific training course that seeks to ensure that workers, users, and visitors at TA-53 are aware of the potential hazards and the actions they need to take to avoid or mitigate them.

## 2.0 Purpose

This standard establishes the facility-wide training program that describes the facility, the scientific/technological work conducted at the facility and the resulting ES&H concerns. The purpose of the program is to ensure that workers, users, and visitors are aware of hazards and hazard controls, and are protected from unacceptable risks.

The effectiveness of the facility-specific ES&H training described in this standard is evaluated by testing. The test meets the requirements of LS 113-14, *Test Development*.

## 3.0 Scope

This standard applies to TA-53 facility-specific ES&H training required for all workers at TA-53 regardless of organizational affiliation. It does not apply to job- or position-specific training that may be required in order to perform specific jobs.

## 4.0 Definitions

**Contract Employee** — An employee of one of the LANL subcontractors that supplies temporary workers on assignment (i.e., Butler, TAD, RRA, etc.).

**Long-Term** — Refers to workers or visitors assigned to or working at TA-53 for more than five (5) consecutive days or for more than twenty (20) days in a calendar year.

**Short-Term** — Refers to workers or visitors who are present in the facility less than five (5) days during each visit and less than twenty (20) days each calendar year.

**Support Services Subcontractor (SSS)** — The Laboratory subcontractor that provides general maintenance and operations support through the use of union crafts. The current SSS is Johnson Controls World Services Incorporated.

**User** — A worker or visitor who participates in the experimental program at the Los Alamos Neutron Science Center (LANSCE). Users may be either short-term or long-term.

**Visitor** — A person who is not an employee of LANL, a LANL subcontractor, or DOE, and who is granted access to TA-53. Visitors to the facility do not perform work.

Worker — An employee of Los Alamos National Laboratory (LANL), a LANL sub-contractor, or the Department of Energy (DOE), who is granted access to TA-53 for the purpose of performing work.

## 5.0 Responsibilities

<b>If you are...</b>	<b>you will...</b>
the TA-53 Facility Manager	<ul style="list-style-type: none"><li>• provide facility-specific ES&amp;H training for all long-term workers, users, and visitors at TA-53.</li></ul>
the TA-53 Training Officer	<ul style="list-style-type: none"><li>• develop a TA-53 facility-specific general ES&amp;H training course for delivery to TA-53 workers, users, and visitors.</li><li>• maintain records of TA-53 facility-specific training on the LANL Employee Development System (EDS).</li></ul>
a TA-53 Line Manager	<ul style="list-style-type: none"><li>• ensure that all personnel within your organization, and all visitors (including subcontractors and vendors) to your areas receive TA-53 facility-specific training as called for in this standard.</li></ul>
a TA-53 Worker or Visitor	<ul style="list-style-type: none"><li>• contact the TA-53 Training Center to obtain TA-53 facility-specific training as called for in this standard.</li></ul>
hosting a tour of radiological areas within the facility	<ul style="list-style-type: none"><li>• ensure that all tour participants are given and acknowledge receipt of the TA-53 radiation protection pamphlet.</li><li>• make a determination of the need for tour dosimetry.</li></ul>

## 6.0 Precautions and Limitations

Many areas and operations at TA-53 require training beyond that provided for by this standard. Personnel at the facility are informed about these requirements by a number of means, including Laboratory operations requirements documents such as Laboratory Implementing Requirements (LIRs), TA-53 Facility Management Procedures and Standards (such as this document), the facility-specific training described by this standard, other training programs, and postings throughout the facility. Individual workers are responsible for recognizing when training beyond that provided for in this standard is required for the performance of their duties.

## 7.0 Program Elements

### 7.1 Facility-Specific General ES&H Training

#### 7.1.1 Training Design

TA-53 Facility-Specific General ES&H training (hereafter referred to as facility-specific training) is developed by the TA-53 Training Office within the TA-53 Facility Management Office, in cooperation with a committee of subject matter experts made up of members of the major facility tenant organizations.

Facility-specific training has evolved from a videotape-based format without testing to a computer-based training (CBT) format that makes extensive use of audio and video cues and user-directed learning design. Credit for completion of the CBT course is granted after the trainee successfully completes a validated exam of relevant knowledge. Trainees are allowed to challenge the training by attempting the exam first. However, should a trainee choose to challenge the training by testing out and fail in the attempt, the entire training course must be taken before retesting.

### 7.1.2 Training Delivery

Facility-specific training is available in the CBT area in MPF-1. Training sessions are offered at 8:30 a.m., 10:30 a.m., and 1:30 p.m., Monday through Friday. At times, demand on the CBT terminals can be high. To ensure the availability of a terminal, training appointments may be made by calling the Training Office at 665-6256.

### 7.1.3 Preparation for Training

In order for workers and visitors to prepare for taking facility-specific training before they arrive at TA-53, the Training Office has made the training materials available on the World Wide Web. To meet the training requirement workers and visitors are still required to complete the facility-specific training exam before beginning work at the facility; however, preparing for the training before arrival may decrease the amount of time spent in training.

Persons with Internet access may point their Web browser at the URL for the TA-53 training home page:

<http://www.atdiv.lanl.gov/aotfm/factra/53Train.htm>

Printed copies of the web materials are also available from the Training Office.

### 7.1.4 General ES&H Training Requirements

The level of facility-specific training, Level I or Level II, required for workers at TA-53 is dependent on several factors, including resident status at the facility, the length of stay if visiting, work to be performed, and purpose for being at the facility.

Level I training requires that personnel at the facility complete the following:

- Obtain and read the TA-53 General ES&H Information pamphlet, and
- Obtain and read the TA-53 Radiological Protection pamphlet.

Level II training requires that personnel at the facility complete the following:

- TA-53 Facility-Specific General ES&H Training, and
- General Employee Radiological Training, or equivalent Radiological Worker training (see Section 7.2).

Training levels are assigned according to the table below:

<b>If you are...</b>	<b>you will...</b>
a LANL or contract employee resident at the facility (have been assigned an office or laboratory space at TA-53)	complete Level II training.
a LANL or contract employee assigned elsewhere at LANL who comes to TA-53 to perform work	complete Level II training. <b>Exception:</b> BUS delivery personnel do not require facility specific training unless they are delivering to a radiological area and are not assisted by a facility-trained worker.
a Support Services Subcontractor (SSS) worker	complete Level II training. <b>Exception:</b> SSS taxi drivers, waste pickup personnel, paper recycling workers and snow removal crews are not required to have facility-specific training because they generally remain with their vehicles and their routes generally avoid radiologically controlled areas.
a LANL consultant, subcontractor or vendor performing maintenance, construction assembly, or other work done in non-office areas	complete Level II training or be continually escorted by your host. <b>Exceptions:</b> Service personnel (telephone installers, copier repair persons, Aramark catering personnel, vending machine and bottled water delivery persons, etc.) working within the scope of their qualifications in non-radiological areas of the facility are exempt from the facility-specific training requirement.
A consultant, subcontractor or vendor working only in office areas with non-hazardous equipment	complete Level I training or be continually escorted by your host.
a User (participating in the experimental program at LANSCE)	complete Level II training.
a long-term Visitor conducting analytical work and not accessing the experimental areas	complete Level II training.

<b>If you are...</b>	<b>you will...</b>
a short-term Visitor conducting analytical work and not accessing the experimental areas	complete Level I training or be continually escorted by your host.
a person requiring regular access not requiring you to leave your vehicle, e.g., car pool pickup/drop-off	complete Level I training.
a tour participant	read and acknowledge receipt of the TA-53 Radiation Protection pamphlet.

### 7.1.5 Training Frequency

Completion of facility-specific training is required upon initial assignment or visit to the facility. Retraining is required every four (4) years.

### 7.1.6 Training Certificates

Laminated cards are issued to persons who successfully complete the facility-specific training course. Workers and visitors are encouraged to wear the cards along with their identification badges and use them to verify that the training has been completed.

## 7.2 Radiological Training Requirements

Visitors not performing work at TA-53 are provided with basic radiological protection information which describes their responsibilities, the risk of occupational radiation exposure, the meaning of radiological postings, and actions to be taken in an emergency.

Because of the likelihood of encountering radiological areas at TA-53, all workers and long-term visitors, and short-term visitors who plan to access radiological areas must have either General Employee Radiological Training (GERT), as a minimum, or Radiological Worker training, in addition to TA-53 facility-specific training, in order to have unescorted access to the facility.

GERT is required by 10 CFR 835 for workers who need unescorted access to Controlled Areas. The more comprehensive Radiological Worker I or II training and the training provided to Radiological Control Technicians is equivalent to GERT. Retraining is required every two years.

ESH-13 offers training for GERT, and both Radiological Worker I and II. Self study materials are available to prepare for the training. The radiological training requirement may be challenged by successfully passing multiple choice tests. The

TA-53 Training Office provides on-site testing for GERT and Radiological Worker I equivalent.

The TA-53 equivalent training is a Laboratory-approved modification to the standard DOE Radiological Worker I training wherein only a written exam is required, instead of both a written and a practical exam. However, the TA-53 Radiological Worker I equivalent is available only to visitors and users and is valid only at TA-53. Users or visitors who require access to radiological areas at other LANL facilities or DOE sites should take the standard LANL Radiological Worker training.

Testout for TA-53 Radiological Worker I equivalent is available at TA-53 for visitors and users of the facility provided that:

1. they are not regular LANL workers (contractors and students included),
2. their visit will be for less than three months total in a calendar year, and
3. the visitor will not be returning throughout the calendar year on a frequent basis.

Visitors or users who do not meet the above criteria must complete the GERT or Radiological Worker program in its entirety.

## 8.0 Required Records

The TA-53 Training Office maintains records of people who have successfully completed TA-53 Facility Specific Training (Course No. 9693) and TA-53 Radiological Worker (Course No. 12157) using the Laboratory Employee Development System. Test scores and training rosters are kept in the training office.

## 9.0 References

DOE Order 5480.25, *Safety of Accelerator Facilities*

Los Alamos National Laboratory Emergency Management Plan, Chapter 12, *Training*

10 CFR 835, *Occupational Radiation Protection*, Subpart J, *Radiation Safety Training*

Laboratory Standard 113-14, *Test Development*